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Executive Registry
71-5737/A

7 DEC 1971

Mr. Irving J. Sandler, Chairman
Committee on Cooperation with Government
Agencies, Washington Chapter
Federal Government Accountants Association
Washington, D. C. 20044

Dear Mr. Sandler:

Mr. Helms has asked me to reply to Mr. Pujol's letter of 17 November 1971 which invited nominations for the 13th Annual Federal Government Accountants Award.

We have given the invitation careful consideration but have decided not to submit a candidate this year. I should like to take this opportunity to wish the Association continued success in its fine program of recognizing outstanding Government employees in the field of financial management. We were most pleased to have [redacted] selected for your Outstanding Achievement Award last year.

Sincerely,

L. K. White

L. K. White
Executive Director

OP/BSD Rewritten O/ [redacted] sfc

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71-5737

26 NOV 1971

MEMORANDUM FOR: Executive Director-Comptroller

THROUGH : Deputy Director for Support

SUBJECT : 13th Annual Federal Government Accountants
Award

REFERENCE : Letter to Director from Maurice P. Pujol,
President, Federal Government Accountants
Association of Washington, dtd 17 Nov 71 (att)

1. Forwarded for your signature is a letter to Mr. Irving J. Sandler, Chairman, Committee on Cooperation with Government Agencies, Washington Chapter, Federal Government Accountants Association, advising him that this Agency will not submit a candidate for the Federal Government Accountants Award.

2. The deadline for submission of nominees is 31 January 1972.

STATINTL

Harry B. Fisher
Director of Personnel

Atts

FEDERAL GOVERNMENT ACCOUNTANTS ASSOCIATION OF WASHINGTON

Founded September 14, 1950

P. O. BOX 423

WASHINGTON, D. C., 20044

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Vice President and Chairman of
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Assistant Secretary
Joel Cohen
Department of the Treasury

November 17, 1971

The Honorable Richard Helms
Director
Central Intelligence Agency
Washington, D. C. 20505

Dear Mr. Helms:

The Washington Chapter of the Federal Government Accountants Association is announcing its 13th Annual Awards Program for Outstanding Achievement in the Improvement of Financial Management in the Federal Service. Through this awards program, our Chapter of the FGAA, a professional organization, seeks to stimulate interest in financial management as a professional career in the Federal Government.

It is a pleasure for me to be in a position to again request your organization's cooperation in identifying Government employees who have made outstanding contributions during 1971 to the improvement of financial management in their agencies and we welcome nominations from your agency. The nominations should be sent to Mr. Irving J. Sandler, Chairman, Committee on Cooperation with Government Agencies, Washington Chapter, Federal Government Accountants Association, Post Office Box 423, Washington, D. C. 20044. Your existing awards program may be used, of course, in making nominations for the Washington Chapter awards.

Nominations are due by January 31, 1972. Brochures which describe the program and set forth criteria for nominations are enclosed. Any questions concerning the program may be sent to the above address or discussed with Mr. Sandler (274-7317 or IDS Code 107-7317).

The cooperation we have received in the past from your agency is appreciated, and we look forward to receiving those nominations which you feel qualify for the described awards.

Sincerely yours,


Maurice P. Pujol
President

Washington Chapter

Federal Government Accountants Association

Sponsored by



Announcing The 13th Annual Awards Program for Outstanding Achievement in the Improvement of Financial Management in the Federal Service

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and Space Administration*

1. Purpose. The purpose of the Federal Government Accountants Awards Program is to accord special recognition of outstanding achievement in developing and improving financial management in the Federal Service through effective use of accounting as an integral element thereof, and to stimulate interest in accounting as a professional career in the Federal Government.

2. Type of Award. The awards will be honorary in recognition of creative efforts and important contributions toward Federal financial management objectives. Recognition will be given by the awarding of scrolls to outstanding individuals, or groups, who meet the standards stated in these rules and guidelines. From those nominated by the agencies, selections for the awards will be made by the Awards Committee.

3. Awards Committee. The Awards Committee will be appointed by the President of the Washington Chapter.

4. Eligibility. Any member of the FGAA of Washington or any person in the Washington Metropolitan Area who was employed in the Federal Service at the time the work being recognized was performed will be eligible for consideration for an Award. The individual must have a record of exceptional competence, integrity and devotion to his field of endeavor and his achievement must constitute a notably outstanding contribution to financial administration, during the year immediately preceding DECEMBER 31, 1971.

5. Area of Awards. Nominations for awards are requested (see item 7) in the area of financial management as determined by the Awards Committee. This area may include, but is not limited to such activities as:

- a. Accounting systems
- b. Auditing
- c. Budgeting
- d. Accounting operations
- e. Programming
- f. Financial reporting
- g. Automatic data processing
- h. Financial management training
- i. Performance and productivity accounting

6. Guidelines and examples of Achievement to be Considered. In selecting candidates for nomination, agencies should consider accomplishments made to implement financial management legislation designed to improve management planning and control techniques and, through better use of in-

formation, has resulted in more efficient and economical operations. Examples:

a. Developed a single integrated financial management system, based on a framework of planning and control by activity and area of responsibility, and utilizing costs as a basis of control at operating levels in tandem with fund management and control only at appropriately higher levels.

b. Conducted a complete functional analysis of agency operations, resulting in an approved activity account structure, by organization unit, for common use in budget formulation, presentation, and execution; and identification of related quantitative data for regular use in projection and performance evaluation.

c. Developed and documented an accrual accounting system in conjunction with or in contemplation of internal cost-based budgeting, designed to serve through effective reports the informational needs of an existing or planned integrated financial management system.

d. Developed and initiated a comprehensive system for the overall audit of major agency-wide programs.

e. Initiated or developed an automatic data processing system to meet the agency's financial and statistical reporting needs.

f. Developed a comprehensive financial management training program.

g. Conducted a comprehensive financial management study which resulted in the establishment of more efficient and effective management.

7. Nominations. Each nomination should be supported by a written justification which should cite specific examples and details. The supporting data should be limited to facts, insofar as possible, rather than opinions or conclusions and should not exceed two typewritten pages. The nomination should include the nominee's name, position, title and grade, organizational location, residence or post office address, education, degrees received and any other pertinent information. Agencies should feel free to use their existing awards program when selecting nominees.

All nominations must be in the hands of the Committee by JANUARY 31, 1972, mailing address as follows: Irving J. Sandler, Chairman, Committee on Cooperation with Government Agencies, P. O. Box 428, Washington, D.C. 20014.

8. Presentation. The awards will be presented publicly at the regular dinner meeting of the FGAA of Washington May 11, 1972. The award winners will be guests of honor. As much publicity as possible will be given Award Winners.

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